

West Virginia Joint Committee on Government and Finance

**Biweekly Time Sheet - Per Diem Employees**

Employee:

Pay period start date: 2/22/2025

Pay period end date: 3/7/2025

Day	Date	In	Lunch Out	Lunch In	Out	Full or Half Day Supervisor Use Only
Saturday	2/22/2025					
Sunday	2/23/2025					
Monday	2/24/2025					
Tuesday	2/25/2025					
Wednesday	2/26/2025					
Thursday	2/27/2025					
Friday	2/28/2025					
Saturday	3/1/2025					
Sunday	3/2/2025					
Monday	3/3/2025					
Tuesday	3/4/2025					
Wednesday	3/5/2025					
Thursday	3/6/2025					
Friday	3/7/2025					

Comments:

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Employee signature

Date

Manager signature

Date